



**The Parochial Church Council of the Ecclesiastical Parish of St. Helen, Stapleford**

**Trustees' Annual Report and Accounts for the period**

**From 1<sup>st</sup> January 2023 to 31<sup>st</sup> December 2023**

Charity registration number: 1131777

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## **Reference and Administrative details**

The charity's trustees are represented by the Parochial Church Council (PCC), which is responsible for churches of St Helen's, St Luke's, and The Church @ Montrose Court, all of which are located in Stapleford, Nottingham. The Parish of St. Helen, Stapleford is part of the Diocese of Southwell and Nottingham. The charity's principal address is Stapleford Parish Church Office, St Helen's Church Hall, Frederick Road, Stapleford, Nottingham, NG9 8FN.

PCC members who were trustees on the date this report was approved and those who served as members/trustees at any time during the reporting period (1<sup>st</sup> January to 31<sup>st</sup> December 2023) are:

<b>Chairperson</b>	Reverend Paul Savage
<b>Wardens</b>	Mike Hammans Christina Davidson
<b>Secretary</b>	Deborah Greenhalgh
<b>Treasurer</b>	Chris Hawthorn
<b>Deanery Synod members</b>	Mike Hammans Christina Davidson Joanna Smith from 28 May 2023
<b>Co-opted from St Luke's</b>	Reverend Canon Joan Whysall Audrey Clarke (Treasurer for St. Luke's) from 28 May 2023 Eileen Dodsworth from 28 May 2023 Josephine Clements from 28 May 2023 Pat Morris (Treasurer for St. Luke's) until 28 May 2023
<b>Co-opted from St Helen's</b>	David Wild from 28 May 2023
<b>Reader representative</b>	Joanna Smith from 28 May 2023
<b>Other elected members</b>	Alan Sare Angela Witten from 28 May 2023 Beverley Brooks Until 28 May 2023 Chris Bassford Chris Bull from 28 May 2023 Claire McMillan from 28 May 2023 Dave Bassford Emma Jones Until 28 May 2023 Josephine Clements from 28 May 2023 Jefferson Koilpillai from 28 May 2023 Hilary Holmes from 28 May 2023 until 23 March 2024 Leon Smart Until 28 May 2023 Paul Beedell Until 28 May 2023 Peter Robart-Morgan Until 28 May 2023 Steven Marvin Trevor Jones

## **Structure, Governance and Management**

The PCC is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules. The PCC is a charity registered with the Charity Commission: registered number 1131777.

The method of appointment of PCC members is set out in the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for all matters of general concern to the Parish including deciding how the funds of the PCC are to be spent. The PCC met 5 times during the year, these meetings were at the Annexe at St Helen's, St Luke's, or Montrose Court. One meeting was moved to on line at short notice due to bad weather. A short additional meeting was held after the APCM 28 May 2023 to appoint a Secretary and treasurer.

The PCC operates two sub-committees:

The Standing Committee is responsible for the day to day running of the Parish. It consists of the incumbent and clergy, both Wardens, a Deputy Warden for St Luke's, the Treasurer and a representative elected PCC member.

St Luke's Management Committee is responsible for matters of specific concern to St Luke's church. It consists of both Deputy Wardens for St Luke's, St Luke's Treasurer, a Secretary and elected members.

## **Objectives and Activities**

The PCC promotes, within the ecclesiastical parish, the whole mission of the Church, including pastoral, evangelistic, social and ecumenical elements.

The PCC believes that the range of church activities provide public benefit by provision of:

- Opportunities for worship and prayer
- Teaching on Christian life and faith
- Pastoral and practical care for the community
- Ecumenical links with other churches in Stapleford

To facilitate this work, the PCC is responsible for the maintenance of St Helen's parish church and hall and also of St Luke's church, Stapleford, Nottingham.

The PCC has regard to the guidance issued by the Charity Commission on public benefit.

### **Electoral Roll numbers**

Before closure of the 2023 roll there were 193 persons on the Parish electoral roll

Parish Electoral Roll	193
Within the Parish	129
Outside the Parish	64
St Helen's	152
St Luke's	27
Montrose Court	14

The Electoral Roll for Stapleford Parish is renewed in 2024 with all previous members deleted.  
All persons eligible for inclusion in the 2024 roll are invited to apply with applications closing on 3 May 2024.

The numbers entered on the new 2024 roll are as follows:

Parish Electoral Roll	144
Within the Parish	94
Outside the Parish	50
St Helen's	114
St Luke's	21
Montrose Court	9

The new electoral roll (names only) will be displayed at St Helen's, St Luke's and the Church @ Montrose Court from 5 May 2024, being 14 days before the 2024 APCM. During this time no new names can be added but errors are corrected.

**Steve Marvin**  
Electoral Roll Officer

## **Achievements and Performance:**

### **Vicar's Report**

#### ***Thanksgiving and Prayer Phil 1.3-11***

*I thank my God every time I remember you. In all my prayers for all of you, I always pray with joy because of your partnership in the gospel from the first day until now, being confident of this, that he who began a good work in you will carry it on to completion until the day of Christ Jesus. It is right for me to feel this way about all of you, since I have you in my heart and, whether I am in chains or defending and confirming the gospel, all of you share in God's grace with me. 8 God can testify how I long for all of you with the affection of Christ Jesus. And this is my prayer: that your love may abound more and more in knowledge and depth of insight, so that you may be able to discern what is best and may be pure and blameless for the day of Christ, filled with the fruit of righteousness that comes through Jesus Christ—to the glory and praise of God.*

This is one of my regular prayers for you all. As I pray and walk the parish. I'm thankful for you, the partnering in the gospel, the journeying through the ups and downs of our daily life. So thank you for your generosity, for serving the Lord together, in whatever way from coffee to toddlers, music to children and young people and the joy of hearing the testimony of the old and young about faith coming back to life.

2023 was a challenging year, probably the most overused and understated word of the last few years. It was difficult to get into a healthy rhythm, with a lot of changes as we said goodbye to Rev Karen as she took up her post at Trowell, Cossall and Aysworth. Jamie as she took up her post at Woven (we look forward to her Deaconing in 2023), and said goodbye to Laura in the office. Both Rev Canon Joan and Audrey Clarke have had significant health issues at St Luke's and we thank them both for all they have done and continue to pray for them. All of these things and my split Sabbatical led to a stop start kind of year. Yet we saw Jo Smith licensed as Reader, support from Rev Jo Stevens, and office support from Steve Marvin and Susan Bell and the return of Emma Jones to leading Montrose after a break so we have moved forwards. Some highlights were, Harby Youth weekend, Sunrise service, Maundy Thursday, Palm Praise & Christmas Services, all the School Visits, Messy and Mini Messy, an Un-Orthodox Christmas, Lunar New Year, Lectio and School of Prayer. We have served our community through the foodbank, Tuesday Break and Friendship club, discounted hall hire, raised funds for Tearfund, The Children's Society and mission partners. We have provided space to Connect with God, and begun to explore what it means to be a church called to be a "house of prayer for all nations".

Our vision is emerging to take us forwards. Where everyone is *welcome*, all can *flourish* and where we *share* what we have. As we gather as a Christ centred worshipping community, here in Stapleford and beyond.

#### **-Where might God be calling you to welcome, flourish and share?**

When I joined Stapleford Parish in Sept 2022, I said we need to pray and have fun. 2024 will be a continued year of change as we stabilise, reorganise and seek to find a healthy rhythm of our community life, where we prioritise prayer and have fun! I know that God is calling each of us to be with Jesus, become like him and then together do the things he did. We will keep exploring what this means for us in Stapleford and the surrounding area.

**May our love abound, may we discern the Lord's will together, and become more like Jesus.**



**Rev Paul Savage**  
Vicar

## **PCC Report**

The PCC has met regularly over the last year, with additional discussions on email as necessary between scheduled meetings.

Items relating to the Life of the Church, plans for the future growth of the Church, Missionary work at home and overseas, maintenance and repairs, safeguarding, the functioning and finances of the three churches within the parish, and payment of the Parish Share, are amongst the items which have been prayerfully considered as we endeavour to carry out God's will for our Churches.

**D J Greenhalgh**  
PCC Secretary

## **Safeguarding**

As part of the Church of England we should aim to promote a safer environment and culture to protect any vulnerable individual. We should safely recruit and support all those with any responsibility related to children and vulnerable adults within the Church, respond promptly to any safeguarding concern or allegation and care pastorally for victims/survivors of abuse and other affected persons. We also need to respond to those that may pose a present risk to others.

Safeguarding is everyone's responsibility: it is not just a tick box but a way to show God's love in action. We celebrated Safeguarding Sunday at St Helen's to highlight this important work to the congregation. Many Church roles, including being a member of the PCC, require people to complete safeguarding training. There are different levels of training according to the role. Some training can be done on-line but there are also some face to face sessions available to be booked on the diocese website, I am happy to discuss what is required for any particular role. Some topics can be difficult, particularly for any who have personal experience: if you have concerns about any of the training or are affected by any content, please ask for support.

The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016.

**Angela Witten**  
Parish Safeguarding Coordinator

## **Pastoral Care**

Pastoral Care St Helen's is a caring church and takes seriously the care and wellbeing of its family. Pastoral Care is in the main provided through the network of home groups where the members know each other very well, are comfortable with each other and feel able to share confidences. Prayer and practical help follow on from this. There is also a pastoral group made up from the leadership team and others, including Wardens who are available to offer prayer for all who need it including non-members of our congregation. Home communion is available on request from both the clergy and the team of lay distributors authorised by the bishop. This group offers additional support where needed. All Pastoral Care is offered in complete confidence and within safeguarding guidelines. Anyone can receive pastoral care and home communion, and if you or someone that you know would welcome a visit or a phone conversation then please contact one of the wardens.

**Mike Hammans**

## **Wardens' Report**

We have now had a full twelve months of Paul's ministry which has borne fruit and a new vision for the church is developing successfully.

We are delighted to see the emergence of new leaders with other people currently expressing interest. This speaks well for the health of the church.

The environment of the church has been much improved by the re-organisation of the entrance foyer and the creation of a welcome desk. Also, the children's area created by the moving of the music group to the chancel of the church has provided more space for mothers and toddlers and made the music group more prominent.

## **Fabric Report, St. Helen's**

There have been no major problems with the fabric of the church, but there will be a quinquennial report in the next twelve months.

We would like to thank everyone who has worked so hard during the last year on behalf of the church, but would remind the congregation that there are plenty of opportunities to volunteer and get involved in the life of your church.

God bless

**Christina Davidson and Mike Hammans**

Wardens

## **Church @ Montrose Court**

Incredibly The Church @ Montrose Court has now been established for seven years. We remain a small team, but all are very committed and on the whole things work well. Rev Paul has now settled in well as part of the leadership, is very much liked by our 'regulars' and I feel well supported.

Our weekly routine events remain as before. On Sunday afternoons we hold a very informal café style service including worship and teaching. Then on Monday and Wednesday mornings we open up for 'chat and pray' sessions when anyone is welcomed to drop in for a coffee. This is the time for folk to get to know one another. We have around 20 people who we see most weeks at these times, including several children attending on Sundays. There are also more occasional visitors. We are registered as a 'warm space' during winter months.

We also hold special events which are always lively and well attended. Most involve food and the number of people of all ages who visit us for a hot dog or similar will typically be 50 or more. We may offer open air coffee and hot dogs at the end of school terms to anyone passing. There were three Christmas events, including welcoming people for breakfast on Christmas day. During the past year we also held regular 'mini-messy' events, when Sue Bell kindly brought crafts from the previous Messy Church. We now look forward to next Easter, starting with a pancake party.

Another key part of our ministry is the foodbank, open on Monday and Wednesday mornings. We are part of the Hope Nottingham network of foodbanks. Clients arrive with vouchers from local agencies such as Citizens Advice or Jobcentre. The cost-of-living crisis is having a real impact, and some clients travel considerable distances to reach us. Some are in really desperate need. The food and toiletries we are able to provide come from generous donations, local supermarket surplus and sometimes we purchase food using financial donations. We are grateful for being able to work with the Stapleford Community Group who collect food from supermarkets and other sources.



Plans for the coming year include improving the outside appearance at the front of church and also the facilities inside

With thanks to Miriam Butcher, Linda Macrae, Stephen Mewies, Peter and Rosemary Robart-Morgan, Alan and Ann Sare, Karen Straw, Trevor Jones, and our church members. All contribute to our ministry in different ways. However additional team members are always welcome. Please talk to Rev Paul, me or drop in any time we are open to see if it's for you.

**Emma Jones**

On behalf of the team

### **St. Luke's Church**

Colin Clark and I have attended to the fabric of the church building with the help of our plumber in the maintenance of the heating and its repair and the fitting of sensors for our safety.  
The repair of a water leak in the kitchen. We have also employed a plasterer for the work on the building.

Colin and I have fixed leaks on the roof above the kitchen etc.  
We have also repaired the guttering and down pipes to the blocked drains.  
Flower and memorial beds have been planted.

Colin and I have made a new notice board and affixed new cabinets to the board.  
We have fixed the St Luke's name in gold-coloured letters to the board.

Colin received his licence on October 23<sup>rd</sup>.

With Colin having his licence he has been heavily involved in leading and preaching at St Luke's along with visiting people and preaching such as Susan Bell, Alan Butcher, and Jonathan Smithurst.

Audrey Clark has taken on the post of treasurer despite her battle with cancer and its treatment and setting up a new bank account.

Eileen Dodsworth has lead services and along with other members taking part in the services we have been able to continue our weekly worship.

Joan Whysall is now attending services after her poor health and would love to help when she is well.

With sadness 2 of our members have passed away.

Iris Wheeler 22<sup>nd</sup> May.

Colin Hopcroft on the 01<sup>st</sup> of November. His funeral was held at St Luke's, the first time a funeral has been held here for many years.

I am very pleased that David Steggells has taken on being deputy warden with me.

On a brighter note, we had a charity tea which our organiser Ruth Havers planned which raised over £530 for MacMillan.

Once a month we have introduced café church and our welcome café on the second Saturday in each month.

**John Osborne.**

Assistant Warden

## **Home Groups**

The most common picture of the Church given in the New Testament, is of family. The early church didn't have their own building for two hundred years, so met in homes in small groups, or on occasions they rented larger rooms. It was in the home they could support one another, sharing joys and concerns. They grew in faith, praying for one another, and the Church grew and spread. Our home groups are based on the same principles as the early church.

Home groups are best with numbers from around six to twelve members. Two of our groups have moved from using church rooms to homes and have reported how much more welcoming and homely (!) it feels.

We now have seven groups: four daytime groups and three groups who meet in the evening.

I applaud all our home group leaders who give their time, their care and devotion, taking the role of shepherds. Thank you for your faithfulness:

Miriam and Alan, Irene Whitehead, Joanna Smith, Paul and Fran, Vera, Nadia Goddard and Chris Bassford.

The leaders aim to meet up around every eight weeks for support, encouragement and prayer. At present we are planning to run a series of sessions looking at St. Helen's vision exploring how this can be fulfilled. Hopefully, this will result in some constructive ideas on progressing our church to ensure that everybody is welcome, everybody flourishes, and everybody can be generous with their gifts.

We have also discussed the possibility of home groups being responsible for services. This way, we can develop our gifts and show case what we are about. We are also planning a bring-and-share lunch for all home groups in April with an invitation to any who would like to join a group.

If you are interested in being part of a home group, please let me know. If you would like to help a new group start, again do contact me. I would be happy to support you.

**Chris Bassford**

Home Group co-ordinator

## **Young People's Work**

### **Children's Church**

*"We believe that children and young people can follow Jesus and be full members of the church, and that discipleship is possible at any age. They are integral to our churches, but we need to make sure there are no obstacles preventing them from getting involved."* From Church of England website.

At St Helen's we provide bible-based activities for the children (10 years and under) on a Sunday morning. We try to make it fun with stories, videos, games, and craft. We hope that the name "Children's Church" tells people this is not school, but we also hope the children will learn about the love of God. We follow a three-year rolling program covering Old and New Testament teaching and celebrate the main Church festivals.

In the Summer before, the school holidays when the regular leaders took a short break, we had a fun morning and before Christmas after performing a Nativity for the congregation the children had a short party. We hope to plan more events in the future.

We are a small group of leaders and helpers and would value more support. With many little children we need people happy to be a pair of hands, helping on a rota: the more people that we have the less frequent the commitment (and you don't have to commit to help for life). If you are interested, please speak to one of us and we could arrange for you to come and see what we do. If you don't feel able to help us, please pray for the children and the leaders.

**Angela Witten**

## **Energise**

Energise is for year 6 plus. Since Encounter finished we support all young people through Energise. We have a good group of young people in Energise. We meet on a Sunday morning fortnightly and tackle different subjects such as prayer and the Bible; how to live as a Christian, and issues they choose to discuss. We have social events which often include friends, such as pancakes, games in the hall, a summer barbecue and a Taskmaster challenge. We had a weekend away in September at the Harby Centre, and did this with Toton Churches. We also planned and ran an Advent Sunday service. One of the leaders has had a lot of illness. Please pray for the leaders we need to be able to build on what we provide for the young people. We would love to meet weekly and to do more with our social events to build the group further.

## **Encounter**

Encounter is for 14-18 years. A small group met fortnightly on a Sunday afternoon, at the start of the year until we got to exam time, and had some good discussions. Since the summer Encounter has not met, and those who would move into that group have stayed in Energise. Please pray that we will have the leaders to provide a good group for these young people as they move towards adulthood, that there will be a place for them at St Helen's.

## **Messy Church**

Messy Church continues to be a great way to include new families and to introduce them to the stories of the Bible and faith. We meet monthly on Saturdays at St Helen's church. We start with activities and refreshments leading into interactive ways of telling the story, songs and prayer response. We make up picnic bags for them to take away. Good Friday is a special time with a bumper Messy Church and we are grateful to all those who get involved in making it happen.

Please pray for Messy Church as we continue with less helpers, limiting what we can do. We are unable to have a meal at the end of Messy Church which we would love to do. It would be great to be able to provide something to enable those who want to, to explore faith further. One person with time and enthusiasm to share in the leadership of Messy Church would make a huge difference.

**Susan Bell**

On behalf of all YP leaders and volunteers

## **Tuesday Break**

We continue to meet fortnightly on a Tuesday Morning during term time with our numbers on average of 25+ Adults and 30+ children.

We have enjoyed several events through the year such as..

- easter crafts with lots of eggs to find
  - A red, white, and blue day to celebrate the king's coronation
  - A summer special with a bouncy castle and picnic
  - We also made poppies for Remembrance Day
  - We enjoyed a Christmas craft morning and a trip into church lead by Rev Paul.
  - Followed by our Christmas party this year which was held at our local soft play centre 'little drivers'. We had 45 children and 38 adults that enjoyed the party and a play. They all received a gift from Santa and a special Christmas visit from our local fire brigade who brought all the children selection boxes.
- We continue to seek help in the running of this crucial community group and would love any help with either the setting up the toys/putting away at the end or helping in the kitchen. This group continues to

be a vital part of our ever-growing community. It helps new mums and dads to make relationships and seek advice in the early years, as well as providing fun enrichment and inviting atmosphere alongside activities for the children to thrive and learn.

Please remember us in your prayers and feel free to contact me if any questions.

**Annette Gregory and Kay Mason**

### **CONNECT**

St. Helen's continues to open on a Saturday morning from 10 a.m. until 12 a.m. on the first and third Saturdays off each month (with very occasional exceptions). A small number of regulars come and enjoy coffee and conversation, and sometimes quiet prayer in the chapel. It is always good to welcome visitors, who call in for various reasons, often to look round, revisit the church of their past, or, maybe, in response to a need to be in a place of spiritual significance.

The opportunity to open just before Christmas for those who have been bereaved during the year, or those wanting to remember a loved one from previous years, remains a powerful and valued occasion.

**Kerry Bassford**

### **Men's Ministry**

In 2023, we had a full and varied program of men's activities with something for everybody.

The monthly social, on the first Monday of every month is an opportunity for men who can make it, to get together at the Horse and Jockey for a time of conversation and laughter..

There are other activities through the year, and these included a Curry evening with Rev Paul as the after dinner speaker sharing his experiences as a chaplain with the fire service and then later in the year, we had an excellent Italian evening with Tom Colombo who cooked a pasta and spoke as an 'Italian in Notts'. There was a men's breakfast with Paul Gask from Christian vision for men at St Lukes who had a powerful story to tell.

On the sporting front, there was a visit to the T20 cricket at Trent bridge and an entertaining evening at the tenpin bowling.

The final meeting of the year was the quiz and chips.

All these activities were well supported and very enjoyable.

Men's ministry has an important role to play in the life of the church, as men meet together at these friendly and encouraging activities. We welcome friends, and men who aren't normally in church to all our events.

There is another strong program planned for 2024, and we look forward to seeing lots of men coming to some or all of them!

**Iain Walker**

### **Church flowers**

The church flowers are changed and replaced fortnightly. Please feel free to contact Annette Gregory or the church office if you would like to donate towards the cost of the flowers or like to dedicate some flowers on a special date to remember a loved one.

The church was decorated for Easter and King Charles coronation. I also put arrangements up for Mother's Day. And alongside flowers in the church, we handed out small bunches of flowers during the service. The church was decorated also for the harvest festival, Remembrance Sunday and Christmas, in which the main tree was subsidised by Lymns funeral services.

**Annette Gregory**

## **Music Ministry**

During this year we've seen lovely, talented, God gifted people come and offer their gifts to the music side of our worship, meaning that every week we can lead the congregations in sung praise, meditate to music and join together in uplifting hymns and songs. We're permanently based at the front of St Helen's now so everyone can see what we get up to!

We organised a carol service in 2023, and a Palm Praise which we hope to repeat in subsequent years. Some of us went to Albany school to sing at their Christmas fair – it was cold but fun! In the next year we are hoping to have more music and worship practices where we come before God together to explore worship and get to know each other better – learning new songs and playing and singing old favourites, so that we can be best equipped to lead the church in this side of ministry. We would love to have a large list of songs that all our congregations know and can worship through.

I want to say thank you to Alan Kirkland and Chris Hawthorn particularly, but also to the teams both morning and evening who help and give of their time. I would also like to thank the 30 or so others who join us for Easter and Christmas to sing and play in our carol services and Easter and Palm Praise. If you would like to join us in any capacity, please let me know – there are no auditions! We would love new people who could play and sing with us.

Just an additional thank you to all the AV operators who help us week by week by fixing any sound problems, displaying song words, and adding to the worship by screening sound videos – a particular thank you to Peter Greenhalgh for installing and maintaining more up to date equipment – you are all part of our worship team!

Thank you!

**Fran Beedell**

## **Parish Office**

This is my first report since starting my new role in September 2023.

In the office we have made some changes that hopefully cut down on cost and on time.

We have now rented a refurbished photocopier / printer that we now pay for monthly in arrears. The idea being that only office staff with the pin can print in colour and stop any unnecessary colour printing.

We also can call engineers out if anything goes wrong with it, saving time trying to fix it and money.

So far, we have only had one invoice that covers December & January's printing, and it shows that we use colour & mono 50/50 split in those months. We are hoping that this now calms down as the use for service books is not needed as much.

Notices were taking up a lot of time and resources. We have moved to our weekly email using

Mailchimp. This is a great tool, and people are now responding well to the newsletter. We can add action buttons for ease if people want to volunteer to help or if they want to book a place at an event etc.

However, as a slight contradiction to the above we have an average open rate of 60% each week. It takes a great deal of time to compile a newsletter electronic or paper. Maybe we need another rethink as to why people aren't reading electronic or paper copies?

**Social Media** We applied for a digital harvest grant and won! This was to help with social media and advertising on Facebook in particular. I thoroughly enjoyed this course and feel that I gained a lot out of it that I could put into action almost immediately. I have tried to keep up with the social media posts and have found that are followers are engaging with photos, prayers and videos much more than before.

In November myself, Nadia & Norma arranged what started out as a small craft fair. Coffee, Cake & Crafts. In the hope to bring people together and maybe raise a few pounds selling cakes etc. I think I got a bit carried away and turned it in to something a bit more. I contacted a lot of local businesses who were only too happy to help with donating raffle prizes etc. We all had a great time and I have included a breakdown of what we raised on the day.

<b><u>Stand</u></b>	<b><u>Total</u></b>
Tin Can Ally	£23.45
Tombola/Raffle/Win a bottle/Lucky Dip	£408.50
Tea/Coffee/Cake	£297.97
Donation	£60.00
Stall Holders	£150.00
donation	£33.20
donation	£70.00
	<b>£1,043.12</b>

### **Bookings**

We have introduced a £50 cleaning & key deposit for hire on the hall and the annexe, this is due to some users not leaving the premises in a satisfactory cleaning up after the party and has taken extra time to sort out in preparation for the next user / hirer. This has been well received although it does mean extra work to arrange the refund. The terms of use, booking forms & invoice templates have been updated where we saw appropriate especially to include this new change. We also only have bank transfer details on as an option to pay as we wanted to encourage less cash more online transactions.

I respond to all enquires and where possible offering an alternative date and or time if we are not able to fulfil their initial request.

**Rebecca Gabbitts**

Parish Administrator

### **Friendship Club**

The club meets fortnightly on a Wednesday from 2pm until 3:45pm.

The first hour is entertainment alternating between singing, musical and varied speakers. Then following refreshments, we finish with a quiz and story time.

For the singing musical afternoon, we have recently had the Silvertones choir, a ukelele group, a folk group and possibly the highlight of the year the professional singing of Lilly Taylor Ward.

The speakers' subjects have included 'My kind of Paris' and 'an early Bradshaw's railway tour' to Skegness there and back by different routes. Then 'Christmas is Vienna' marvellous pictures with all the stalls, food, lights, and snow. 'British Money Ramblings' most interesting and very funny.

Our attendance is now up to 32. The charge is £2.50. There is one special afternoon, the carol service in the church which is well attended.

Prior to Covid Emma provided a two-course lunch. Due to other commitments Emma Jones can now only do one meal a term. On the other Wednesday's at 12:45pm we provide soup and a roll for £2.50.

Attendance is around 18.

**David Steggles**

Chairman

## **World Vision**

As a church we are aware that Jesus' command to love your neighbour extends to those overseas. In response we have continued to support the following mission partners:

Tearfund. Works overseas to alleviate poverty through community development projects and to respond to natural disasters. One of the community development schemes they support is to bring running water to villages in the Kigezi region of Uganda. Tearfund also work with others to challenge the injustice created by global warming, which impacts most on parts of the world who are already the poorest.

We can support the agencies above through individual prayer. However financial support through a tithe on giving to St Helens has had to be pulled back in the light of recent financial challenges. Financial support now comes through specific fundraising events and individual donations including the Mission Box scheme. Amounts forwarded in 2023 are reported in the financial accounts.

We have links with the following individuals, whose prayer letters are made available in church:

### **Alejandro Mesco.**

Has worked with his wife Doris for many years with vulnerable people in Peru. Alejandro and Doris have both been unwell during the year, with Alejandro spending a lot of time caring for Doris. He still works when he can with the medical charity, MMI Peru, in Arequipa who support people with disabilities and their families.

**Dorcas Letasi.** Works in Uganda for UNESCO and the mission agency Global Link Africa. Africa. CMS mission family working in Southeast Asia.

**Beom Jin and Marie** continue to work in east Asia. They are language learning, and also continuing to explore how best to work with churches in the area in vocational training and education. There are many challenges to their work, but they make good contacts and make the most of the opportunities they have. It was great to have Marie visit the church in June at both Messy Church and our Sunday morning service. A group of us also zoom regularly with them, and anyone is welcome to join us.

We also supported Tear Fund by taking part in the Big Quiz Night in October, raising £520.00.

**Susan Bell and Trevor Jones**

## **St John's School**

The school continues to provide an excellent education with a Christian ethos. The close links with St Helens have been maintained with the school using the Church for special occasions throughout the year. As usual there have been a number of trips and residentials that all children benefit from. In the coming months the school is expecting an OFSTED inspection and a SIAMS Church inspection. Please remember the school in your prayers that these inspections will be successful and not stressful.

This will be my last report as a governor. After 18 years representing the parish as a foundation governor with 17 as Chair I have decided to retire as of December 23. It has been a special time to be involved with such a good school and I will miss that involvement. Steve Marvin and Paul continue as governors and the process is underway for my replacement.

**Richard Bassford**

Chair of Governors

## **Nottingham North Deanery APCM Report for Jan – Dec 2023**

During 2023 we held three Synods:

- 7 February 2023: Renew and Refresh

Our first Synod was held at Christ Church, Cinderhill and we looked at the Deanery responses to the Diocesan consultation on renewing and refreshing its vision.

- 13 July 2023: Vocations and the Environment

This Synod was held at St Helen's in Stapleford and included the swearing in of some of our churchwardens who were unable to attend the Visitation service in Southwell.

We were joined by Craig Hunt, the Diocesan Director of Ordinands and Vocations Advisor. He shared about the training pathways available in the Diocese and highlighted the resources available on the Learning Hub.

Robert Cleave, the Diocesan Environmental Officer, spoke to Synod about the diocesan commitment to become net carbon zero by 2030 and the various ways it is doing this. He also encouraged churches to work towards eco church status.

- 15 November 2023: AGM and Renew and Refresh

The meeting took place at St Martin's in Sherwood.

Tim Pullen, our area dean, updated Synod on the renewed diocesan vision that had been shared at the Diocesan conference.

Greg Cowley, the Deanery Treasurer, shared about the change in allocation of parish share in 2024 and the review taking place around allocation from 2025 onwards.

This meeting was also our AGM.

Our Deanery Prayer meetings have also continued on the first Tuesday of each at Christ Church, Cinderhill.

This year we have had a number of clergy move within the Deanery and Diocese. Karen Hanford, previously at Stapleford, was licensed as Priest-in-Charge at Awsworth, Cossall and Trowell, Emmie Walford, curate in Woven, was licensed as Mission Associate Aspley St Margaret with Christ Church, Cinderhill and Anna Clarke, curate in Woven, was licensed as Pioneer Minister for Students and Young Adults at Trinity Church, Nottingham.

Peter Shaw moved from St John's Bilborough to be Team Rector at Emmanuel with St Paul Plymouth in the Diocese of Exeter.

Sadly, Bridget Baguley Vicar of Sherwood St Martin, lost her brave fight against cancer.

We would like to thank you all for your generous and faithful giving during 2023. We may not have achieved payment of the full 100% of our parish share allocation but we did manage to pay 85% a real achievement in such challenging times.

**Rev'd Canon Tim Pullen**  
Area Dean

**John Cartwright**  
Lay Chair



## **Financial Review**

A healthy increase of 21.8% in total receipts (income) in 2023 achieved a total of £173,154 (2022: £142,109). This further recovery since 2021 was due to a substantial increase in church hall and annexe hire to £16,105 (2022: £7,321) and an increase in loose collections to £14,656 (2022: £8,293). In addition we received a generous donation for youth and children's work of £15,000 from the Dame Caroline Warren Trust. However, planned giving by church members continued to fall by 5.7% to £66,655 (2022: £70,655). We received investment income of £1,528 (2022: £932) and our investment capital in the CBF Investment Fund grew to £20,240 at year end (2022: £18,499).

Total payments (expenditure) in the period increased by 22.3% to £174,885 (2022: £142,985). Major areas of expenditure comprised our diocesan parish share, £72,204 which was paid in full and wage costs, £15,235 (2022: £15,886). Huge increases in gas and electricity costs generated a total utilities spend of £26,209 (2022: £9,462) an increase of 277% (2022: 53.8% increase). At the beginning of October St Helen's and Montrose Court opted out of the Church of England "energy basket" arrangement and negotiated new 1 year fixed price energy contracts at a lower, albeit still relatively high, rate. We anticipate significant reductions from October 2024 once wholesale prices reduce back towards normal levels.

Support of our external mission partners reduced to £4,015 (2022: £6,472) although events during the year, such as the Harvest quiz night, raised money directly for Tear Fund. £18,039 (2022: £11,773) was spent on mission activities within the parish including youth and children's work, pastoral and outreach, the publishing of INSPIRE magazine and in supporting the valuable work within Montrose Court.

The overall operating deficit was £1,731 (2022: £876) as overall payments exceeded receipts. St. Helen's contributed an operating surplus of £38 (2022: £881 surplus). St Luke's church contributed a surplus of £1,134 (2022: £3,435). The Church @ Montrose Court contributed an operating surplus of £150 (2022: £2,797). Expenditure of £3,053 on the Community Annexe in 2023 used up the remainder of the Community Annexe Fund reducing the closing fund balance to £0.

**Chris Hawthorn**

Treasurer

## **Reserves Policy**

It is PCC policy to maintain an unrestricted reserve of three months' regular expenditure, to cover fluctuations in cash flow, to give security to employees and to provide for unexpected major expenditure. In addition designated reserves are retained to cover possible emergency building repairs, with particular regard to the facts that St Helen's church is grade II listed and St Luke's is an older building with two flat roofs. At the close of 2023, unrestricted funds of £59,296 (2022: £72,099) were held in reserve.

## **Funds held as custodian trustees on behalf of others**

No funds are held as custodian trustees on behalf of others.

## **Exemptions from disclosure**

There are no exemptions from disclosure

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signature:



Full name:

Michael David Hammans

Position:

Church Warden

Date:

Friday 3<sup>rd</sup> May 2024

Signature:



Full name:

Reverend Paul Savage

Position:

Chairperson of the Trustees

Date:

Friday 3<sup>rd</sup> May 2024

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. HELEN, STAPLEFORD**  
**FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2023**

	UNRESTRICTED FUNDS				RESTRICTED FUNDS			GRAND TOTAL	Total
	St. Helen's	St. Luke's	Montrose Court	TOTAL	St. Helen's	Community Annexe	TOTAL		2022
	£	£	£	£	£	£	£	£	£
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>									
<b>RECEIPTS</b>									
Voluntary receipts from donors									
Planned giving	56,960	6,875	2,820	66,655	-	-	-	66,655	70,655
Loose collections	9,550	4,936	170	14,656	-	-	-	14,656	8,293
Donations	9,029	-	520	9,549	-	-	-	9,549	8,736
Legacy gifts received	-	-	-	-	-	-	-	-	10,000
For mission	-	-	-	-	17,789	-	17,789	17,789	3,553
Special collections	1,787	-	-	1,787	-	-	-	1,787	441
Income tax recovered	15,770	1,171	903	17,844	-	-	-	17,844	16,953
Grants	5,000	-	1,500	6,500	-	-	-	6,500	500
Parish Mission - Youth & Childrem	1,113	-	-	1,113	-	-	-	1,113	-
Business rates recovered	-	-	885	885	-	-	-	885	2,975
Parish Mission - Montrose Court	-	-	5,000	5,000	-	-	-	5,000	-
Income from church activities	-	-	-	-	-	-	-	-	-
Fundraising	1,038	-	-	1,038	-	-	-	1,038	-
Church Hall Hire	14,390	-	-	14,390	-	-	-	14,390	7,261
Community Annexe Hire	1,715	-	-	1,715	-	-	-	1,715	60
Parochial Fees	8,828	-	-	8,828	-	-	-	8,828	10,365
INSPIRE advertising	1,275	-	-	1,275	-	-	-	1,275	1,318
Book sales (St Luke's)	-	-	-	-	-	-	-	-	67
Investment Income	-	-	-	-	-	-	-	-	-
Bank interest	939	36	-	975	-	-	-	975	382
Investment Income - Dividends on CBF shares	553	-	-	553	-	-	-	553	550
Other Capital Receipts	2,602	-	-	2,602	-	-	-	2,602	-
<b>TOTAL RECEIPTS</b>	<b>130,549</b>	<b>13,018</b>	<b>11,798</b>	<b>155,365</b>	<b>17,789</b>	<b>-</b>	<b>17,789</b>	<b>173,154</b>	<b>142,109</b>
<b>PAYMENTS</b>									
Parish Share	67,328	4,876	-	72,204	-	-	-	72,204	72,204
Parochial Fees	8,298	-	-	8,298	-	-	-	8,298	3,466
Other Support for Ministry	1,549	-	-	1,549	-	-	-	1,549	894
Maintenance of Services	-	-	-	-	-	-	-	-	-
Rent	-	-	5,000	5,000	-	-	-	5,000	5,000
Business Rates	-	-	305	305	-	-	-	305	1,590
Utilities	17,089	4,590	1,512	23,191	-	3,018	3,018	26,209	9,462
Insurance	4,567	746	600	5,913	-	-	-	5,913	5,137
Telecoms	929	-	115	1,044	-	-	-	1,044	991
General Parish Expenses	-	-	-	-	-	-	-	-	-
Clergy expenses & training	356	-	-	356	-	-	-	356	627
Wage costs	15,291	-	-	15,291	-	-	-	15,291	15,886
Office expenses	1,426	-	-	1,426	-	-	-	1,426	1,262
Sundry	1,230	647	-	1,877	-	-	-	1,877	2,081
Maintenance	-	-	-	-	-	-	-	-	-
Church	8,824	673	-	9,497	-	-	-	9,497	5,069
Church Hall	1,116	-	-	1,116	-	-	-	1,116	396
Annexe	-	-	-	-	-	-	-	-	1,380
Montrose Court	-	-	374	374	-	-	-	374	753
Vicarage	-	-	-	-	-	-	-	-	106
Exceptional Expenditure	-	-	-	-	-	-	-	-	20
Parish Mission	-	-	-	-	-	-	-	-	-
Youth & children	3,368	-	-	3,368	-	-	-	3,368	940
Montrose Court	5,000	-	-	5,000	-	-	-	5,000	-
Pastoral and outreach	831	-	323	1,154	-	-	-	1,154	177
Catering	1,096	-	1,911	3,007	-	-	-	3,007	734
INSPIRE printing	4,062	-	-	4,062	-	-	-	4,062	3,778
Food Bank	-	-	591	591	-	-	-	591	397
Other	-	-	857	857	-	-	-	857	747
External Mission	-	-	-	-	-	-	-	-	-
St Lukes mission	-	352	-	352	-	-	-	352	336
St John's, Lindow (Alexandro Mesco)	-	-	-	-	544	-	544	544	2,743
CMS (B-J & Marie Shin)	-	-	-	-	1,405	-	1,405	1,405	2,143
Tear Fund	-	-	-	-	1,714	-	1,714	1,714	1,000
CPAS	-	-	-	-	-	-	-	-	250
Cost of Fundraising	356	-	-	356	-	-	-	356	-
Bank Charges	186	-	60	246	-	35	35	281	338
Other Capital Payments	-	-	-	-	-	-	-	-	2,150
Special Collections	1,735	-	-	1,735	-	-	-	1,735	838
Church Hall Hire	-	-	-	-	-	-	-	-	90
<b>TOTAL PAYMENTS</b>	<b>144,637</b>	<b>11,884</b>	<b>11,648</b>	<b>168,169</b>	<b>3,663</b>	<b>3,053</b>	<b>6,716</b>	<b>174,885</b>	<b>142,985</b>
<b>NET RECEIPTS / (PAYMENTS)</b>	<b>(14,088)</b>	<b>1,134</b>	<b>150</b>	<b>(12,804)</b>	<b>14,126</b>	<b>(3,053)</b>	<b>11,073</b>	<b>(1,731)</b>	<b>(876)</b>
Reserves at 1st January 2023	40,591	23,797	7,711	72,099	329	3,053	3,382	75,481	76,357
<b>Reserves at 31st December 2023</b>	<b>26,503</b>	<b>24,931</b>	<b>7,861</b>	<b>59,295</b>	<b>14,455</b>	<b>-</b>	<b>14,455</b>	<b>73,750</b>	<b>75,481</b>

## STATEMENT OF ASSETS AND LIABILITIES

	St. Helen's	Community Annexe	St. Luke's	Montrose Court	TOTAL 2023	TOTAL 2022
	£	£	£	£	£	£
<b>Cash funds</b>						
Bank balances	10,251	473	7,802	7,861	26,387	28,223
Deposit balances	-	-	17,129	-	17,129	17,963
Cash in hand	-	-	-	-	-	-
CBF Deposit Fund	30,234	-	-	-	30,234	29,295
	<u>40,485</u>	<u>473</u>	<u>24,931</u>	<u>7,861</u>	<u>73,750</u>	<u>75,481</u>
<b>Other monetary assets</b>						
Income tax recoverable	4,489	-	-	211	4,700	4,013
Other	-	-	-	-	-	-
	<u>4,489</u>	<u>-</u>	<u>-</u>	<u>211</u>	<u>4,700</u>	<u>4,013</u>
Income tax recoverable for Oct-Dec 2023 was not claimed until Jan 2024, so will be included in that year's accounts						
<b>Investments</b>						
895.35 Income Shares in CBF Investment Fund	20,240	-	-	-	20,240	18,499
	<u>20,240</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,240</u>	<u>18,499</u>
<b>Liabilities</b>						
	-	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Assets less Liabilities</b>	<u>65,214</u>	<u>473</u>	<u>24,931</u>	<u>8,072</u>	<u>98,690</u>	<u>97,993</u>

## NOTES

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with both the Charities Act 2011, section 133 (as amended) on the Receipts and Payments basis and the Church Accounting Regulations 2006.

### 2. ANALYSIS OF RESTRICTED FUND MOVEMENTS FOR THE YEAR

	Balance B/Fwd	Receipts	Payments	Transfer	Balance C/Fwd
	£	£	£	£	£
St Helen's (Youth & Children & External Mission)	329	17,789	3,663	-	14,455
Community Annexe	3,053	-	3,053	-	-
	<u>3,382</u>	<u>17,789</u>	<u>6,716</u>	<u>-</u>	<u>14,455</u>

St Helen's Restricted Fund contains specific donations for External Mission (to be paid in 2024) and a donation from the Dame Caroline Warren Trust towards Youth Work in anticipation of wider matched funding from Southwell DBF in 2024 onwards.

St Helen's Community Annexe fund contained specific donations towards the construction and maintenance of the Community Annexe.

### 3. ASSETS FOR CHURCH PURPOSES

(i) Churches, Churchyards and Vicarages are vested in the representative body of the Church and are not Parish assets.

(ii) Fixed assets and property, which are retained for Church purposes and which are not investment assets are listed on the Statement of Assets and Liabilities as non-monetary assets including:

Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal  
Equipment and furnishings in St Helen's church hall

### 4. INVESTMENTS

Quoted investments are valued at mid-market value at 31st December.

### 5. PAID EMPLOYEES

	£
Gross wages and salaries:	15,291
Employer's National insurance costs:	-
Pension contributions:	-
Total Staff costs:	<u>15,291</u>
Average number of employees in the year:	<u>2</u>

### 6. PAYMENTS TO PCC MEMBERS

No expenses were paid to trustees. Some insignificant clergy/minister's expenses may relate to their duties as trustees.

One PCC member is paid as an employee (see note 5.)

### APPROVED AND SIGNED ON BEHALF OF THE PCC:

Reverend Paul Savage  
Chairperson  
15th April 2024

Chris Hawthorn  
Treasurer  
15th April 2024

## Independent examiner's report on the accounts

**Report to the  
trustees/ PCC of**

St Helen's Stapleford

**on accounts for the  
year ended**

31 December 2023

**Charity no**

1131777

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023.

**Responsibilities and basis of  
report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's  
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**



**Date:**

18 April 2024

**Name:**

Gary Stephenson DChA, MSc

**Address:**

21 Gwenbrook Road

Beeston, Nottingham

NG9 4AZ

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